
OBJECTIVE

Posses strong interpersonal, financial and problem solving abilities. Seeking a management position, which would permit me to utilize my vast Food Service industry knowledge and offer professional advancement and challenges.

Professional Experience

Feb 02 to
Present:

Chief, Business Recreation and Lodging, NF-1101-04

Morale, Welfare and Recreation Fund

Fort Monmouth, NJ 07703

Supervisor: Glenn Perlakowski, (732) 532-9604

Responsibilities:

- Plans, directs, supervises the functions of Business Activities, Recreation Delivery System Activities, Lodging, and Post Restaurant Fund, within the overall setting of the MWR Directorate, Fort Monmouth.
- Ensure HQDA financial and participation standards and goals are met and/or exceeded. Analyzes operations and information in order to provide suggestions and solutions to problems, and ensures implementation of corrective actions required.
- Develops programs, establishes controls, monitors performance to ensure operational efficiency and cost-effectiveness.
- Seeks new and improved methods to create and increase customer demand and participation.
- Oversees programs to ensure optimal financial results, maximum customer services, and resolution of any deficiencies.
- Maintains constant liaison with internal and external agencies, represents MWR Director as required.
- Through subordinate managers, provides oversight and supervision to all activities.
- Supports EEO and other affirmative action programs.

Aug 01 to
Feb 02:

Recreation Specialist (Lead), NF-0188-04
Fort Monmouth
Morale, Welfare and Recreation Fund
Fort Monmouth, NJ 07703
Supervisor: Glenn Perlakowski, (732) 532-9604

Responsibilities:

- Serves as the Team Leader for the Recreation Program Team responsible for planning and developing facility and non-facility based recreation programs for the Fort Monmouth Community.
- Within established agency policies and objectives, develops, plans and implements community-wide recreation events, programs and services to meet the diversified needs of the community.
- Develops new and unique events based upon community needs including such major programs as ethnic patriotic and holiday observances which involve a large volume and variety of activities.
- Plans and coordinates the details of both special and recurring activities, ensuring maximum use of facilities, services and other resources.
- Coordinates requirements within USAG for special events.
- Prepares cost analysis of the conduct of programs/events.
- Coordinates with Operations Team for logistical support such as staff, supplies, services and equipment needed to accomplish the scheduled programs and events.
- Accounts for funds involved and makes recommendations for improvements in funding and other support services

May 99 to
Aug 01:

Food/ Beverage/ Entertainment Director, NF-1101-04
Fort Monmouth
Morale, Welfare and Recreation Fund
Fort Monmouth, NJ 07703
Supervisor: Glenn Perlakowski, (732) 532-9604

Responsibilities:

- Works under administrative supervision of the Chief, Community Operations Division, who provides overall guidance on the goals and objectives of the Morale, Welfare, and Recreation (MWR) food, beverage, and entertainment services.
- Serves as the Food, Beverage, and Entertainment Manager for MWR activities within the AMC Morale, Welfare and Recreation Fund (IMWRF).
- Evaluates the success of programs in terms of profitability, customer satisfaction and mission accomplishment.
- Conducts management reviews of patron programs to identify problems and initiates appropriate corrective measures.
- Reviews financial reports, estimates projected costs, assists in developing overall financial plans. Monitors the procurement of all supplies and equipment for the branch.

Mar 96 to
May 99:

Business Manager, NF-1101-04
Fort Monmouth
Morale, Welfare and Recreation Fund
Fort Monmouth, NJ 07703
Supervisor: Glenn Perlakowski, (732) 532-9604

- Manages the Fort Monmouth Officers' Club. Formulate instructions and directives necessary to operate fluid, profit generating, business activities with a fluctuating customer base.
- Represents the activity at conferences, to special interest groups and other agencies. Coordinates functions with community, installation, and MACOM representatives.
- Performs full range of supervisory duties.
- Conducts management reviews of patron participation to identify problems and initiate appropriate corrective measures. Evaluates the success of programs in terms of profitability, customer satisfaction and standards accomplishment. Reviews financial reports, estimates projected costs, develops activity financial plans.
- Monitors the procurement of all supplies and equipment for the activity.

Mar 95 to
Mar 96:

Business Manager
HT Rose
Toms River, NJ
Supervisor: John Messina

- Director for all Food and Beverage operations.
- Responsible for staffing and scheduling of all personnel
- Responsible for purchasing and budgetary controls

1992 to
Mar 95:

General Manager
Morgan's Food and Spirits
Tinton Falls, NJ
Supervisor: Jock Gearheart

- Director for all Food and Beverage operations of the hotel as well as restaurant operations.
- Assisted General Manager of the property in absence of the Hotel Director
- Responsible for staffing and scheduling of all personnel
- Responsible for purchasing and budgetary controls

Education

CULINARY INSTITUTE OF AMERICA
Hyde Park, NY
AOS Degree 1978